

November 2, 2022

JOB POSTING NOTICE

POSITION: Maintenance Engineer – Building Systems Specialist

LOCATION: DHOC

HOURS: 7:00 a.m. – 3:00 p.m.

DAYS OFF – Sat/Sun

PAY GRADE: NAGE C - GRADE 22 \$65,698.39 – \$79,688.18

GENERAL DUTIES, RESPONSIBILITIES, AND REQUIREMENTS:

SEE ATTACHED JOB DESCRIPTION

TO APPLY:

Those who are interested in this position must submit an application to the Human Resources Division.

The Bristol County Sheriff's Office does not discriminate on the basis of sex, race, color, age, gender, ancestry, military status, religion, handicap, disability, genetics, gender identity, gender expression, military status, national origin, religion, disability, sexual orientation or any other protected class.

PLEASE POST

1.	TITLE MAINTENANCE ENGINEER IV BUILDING SYSTEMS SPECIALIST		AGENCY BRISTOL COUNTY SHERIFF'S OFFICE
2.	UNION NAGE C	SALARY GRADE 22	DATE PREPARED 03/00 REVIEWED 09/22
3.	GENERAL STATEMENT OF DUTIES AND RESPONSIBILITIES: RESPONSIBLE FOR THE OVERALL MAINTENANCE OF THE FACILITIES BUILDING SYSTEMS INCLUDING HEATING, VENTILATION AND AIR CONDITIONING.		
4.	SUPERVISION RECEIVED: (TITLE OF SUPERVISOR) SUPPORT SERVICE COORDINATOR, ASSISTANT SUPERINTENDENT II SUPPORT SERVICES, CFO		
5.	SUPERVISION EXERCISED: (TITLES OF PERSONS SUPERVISED) CONTROL, CUSTODY OF INMATES IN HIS/HER CHARGE		
6.	DUTIES AND RESPONSIBILITIES:		
	1. MAINTAINS BOILERS AND ALL OTHER FACILITY EQUIPMENT TO ENSURE THEY ARE IN GOOD WORKING ORDER.		
	2. REPLACE OR REPAIR HEATING VALVES, STEAM TRAPS AND REGULATING VALVES ON HEATING SYSTEMS IN THE FACILITIES.		
	3. REGULARLY PERFORM PREVENTATIVE MAINTENANCE OF EQUIPMENT.		
	4. MAINTAINS BOILERS.		
	5. MAINTAINS PROPER CERTIFICATIONS.		
	6. REPAIRS AND INSTALLS REFRIGERATION EQUIPMENT ON REFRIGERATION SYSTEMS THROUGHOUT THE FACILITIES OF THE BRISTOL COUNTY SHERIFF'S OFFICE.		
	7. MAINTAINS AND REPAIRS HEATING, VENTILATION AND AIR CONDITIONING EQUIPMENT AND PERFORMS ANY NECESSARY REPAIRS, REPLACE AIR FILTERS, CALIBRATION AND COMPLETE ENVIRONMENTAL STUDIES IF REQUIRED.		
	8. ORDERS NECESSARY SUPPLIES ON AN AS NEEDED BASIS.		

9. RESPONSIBLE FOR THE SUPERVISION, CONTROL, CUSTODY, AND RECOMMENDING DISCIPLINE OR INMATES IN HIS/HER CHARGE. MONITORS INMATE ACTIVITY, OPERATES DEPARTMENTAL EQUIPMENT AND RESPONDS TO INMATE BEHAVIOR PATTERNS.
10. SUPERVISES AND MONITORS INMATE WORK CREWS PERFORMING MAINTENANCE/CLEANING DUTIES IN THE CORRECTIONAL FACILITIES.
11. RESPONSIBLE FOR TRAINING AND INSTRUCTING INMATES IN THE USE OF TOOLS AND EQUIPMENT AND/OR MAINTENANCE/REPAIR PRACTICES AND PROCEDURES.
12. TRANSPORTS INMATES IN DEPARTMENT VEHICLES TO THE CORRECTIONAL FACILITIES TO PERFORM WORK ASSIGNMENTS.
13. PERFORM OTHER NECESSARY DUTIES AS DESIGNATED BY THE SHERIFF.